

Description of Service Delivery

Directions: Either type in responses under each section or attach a narrative that identifies and addresses each area.

I. Statement of Delivery Model:

Outline the daily routine with the length of time for each segment of the program and describe how developmentally appropriate practices are implemented within the early childhood setting and more specifically how they apply to a child with special needs. Specify the total amount of time children are engaged in educational activity each day and how many days per week the program is in session.

II. Individualized Education Program/Individualized Family Service Plan (IEP/IFSP):

Describe in detail how the IEP/IFSP will be implemented throughout the program. Include how special education goals and objectives are accomplished and how therapies and other related services are incorporated. Also, provide the specific responsibilities of each certified and non-certified staff as they interact with the children.

III. Educational Records/Confidentiality Policy:

Describe procedures for obtaining educational records prior to accepting students for placement. Include procedures for protection of confidential information.

IV. Describe Behavior Management and Discipline Practices/Policies Used in the Program:

Include any handbooks, flyers, or policy/procedure manuals that may be relevant to requested information:

V. Procedures for Reporting Individual Child Progress:

Include procedures for collecting data, evaluating progress on IEP goals, and notifying parents and home school district of progress.

VI. Inservice and Preservice Training:

Describe how staff receives training as it relates to working with children with disabilities. Include the frequency or average hours of training per year and subject matter covered.

VII. Parent Involvement:

Describe the provisions for parent involvement in the review and evaluation of the school's educational program (e.g. Parent Board or committee members, parent satisfaction surveys, etc.).